

Provincial Extract Communication

2013-14 is the 2nd academic year in which all schools use PowerSchool, and it is now time to change the Provincial extract process. Statistics and Data Management and the iNSchool Provincial Coordination Team are collaborating on a new way to administer provincial statistics and support provincial reporting. The PSM extract process will not be completed this year, and instead a new data quality assurance (QA) process will be implemented.

What this means for schools:

- You will no longer complete the data extract process, called “PSM Extracts”.
- You will continue to ensure that data entered in PowerSchool is up to date and accurate. Following the “September Extract Guide” still provides valuable steps to maintaining student data. This guide provides steps to handle things like student ‘no-shows’, student information (name changes, date of birth verification, Unique Student Identifier processes) to name a few. Continue to use this guide to assist you with data quality. In addition, running reports such as the School and Section Enrollment Audit reports provide feedback on your school’s student information.

The new data quality assurance process is being developed to ensure data quality. The QA process will:

- Identify duplicate records within a school board and across all school boards based on Student ID, name, sex, and date of birth.
- Identify other potentially erroneous data (e.g., date of birth, program).
- The QA process will provide data that needs to be either fixed or validated by school staff.

The benefits of replacing the existing export process with a new QA process are:

- Schools will no longer need to administer the export process.
- Neither the Department nor school boards will need to support the data edit checker which requires older desktop technology to operate.
- Multiple systems (PowerSchool and the PSM) will not have to be kept in sync – all updates will be made to the system of record, PowerSchool.
- The data QA process can be run any time of the year.

Data quality is in everyone’s interest – please continue to put good rigour on all of your data entry activities. You can expect regular communications to keep you up to date with this work.

Sincerely,

iNSchool Provincial Coordination Team and Statistics and Data Management Team